

Healthy Homes Initiative - Manufactured Housing Community Solutions

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Does my community qualify?



STATE REGISTERED
MANUFACTURED HOUSING
COMMUNITIES (MHC) OF ANY SIZE
OR OWNERSHIP STATUS



NEED FOR INFRASTRUCTURE
PROJECTS RELATED TO
DRINKING WATER,
WASTEWATER, STORMWATER,
AND/OR DRAINAGE ISSUES

Types of grants-which one is right for your community?

Needs assessment –My community has needs, but we are not sure where to start.

Technical assistance/permitting –My community has a project in mind and needs financial assistance for design, permitting or planning.

Construction – A plan is in place and the community is ready to begin construction.

3-Acre Permitting – The community is a 3-acre stormwater site and needs technical or financial assistance to obtain the 3-acre stormwater permit.

Grant Amounts

ARPA HEALTHY HOMES

- Needs Assessment
 - MHCs will be matched with a stated approved contractor to provide the needs assessment. Money will be paid directly to the contractor for the work completed for the MHC.
- Permitting and Technical Assistance
 - \$75,000 maximum per MHC
- Construction
 - \$25,000 minimum and \$1,250,000 maximum per MHC

ARPA 3-ACRE STORMWATER PERMITTING

- 3-Acre Stormwater Permitting
 - Grant of service for permit obtainment per MHC paid directly to the engineer
 - MHCs will be matched with a state-approved engineer to provide the permitting assistance

Needs Assessment

- MHCs will be matched with a state-approved contractor to perform a Needs Assessment. This includes a:
 - Preliminary Engineering Report
 - Environmental Information Document
 - Community Outreach to Discuss Outcomes and Solutions

Technical Assistance and Permitting and Construction

- MHCs will be awarded up to maximum amount with according to grant type with invoicing
- MHCs can work with any engineer or contractor given they follow a procurement policy that meets State specifications
- Expenses can include engineering, permit, insurance or constructions costs.

3-Acre Permit Services

- Engineers will be pre-selected by DEC to assist 3-acre MHCs in the design and permit obtainment process
- Interested 3-Acre MHCs will be connected to an engineer*
- Engineer coordinates with DEC and MHC as needed for 3-acre permit requirements
- Engineer submits a full Notice of Intent on MHC's behalf for the 3-acre permit
- *for MHCs that already have an engineer, DEC may consider per-project bids to cover 3-acre expenses

Timeline



APPLICATIONS ARE
AVAILABLE STARTING JUNE
3RD, 2022



APPLICATIONS ARE DUE ON
JULY 27TH, 2022 AT 5:00PM



PRELIMINARY
ACCEPTANCE NO LATER
THAN SEPTEMBER 9TH,
2022

How to apply?

- Submit a completed application package electronically via e-mail by July 27th, 2022 at 5:00pm to Nicole Streeter (Nicole.streeter@vermont.gov) using the subject line "HH-MHC RFP Proposal."
- Application details can be found here:
http://www.vermontbusinessregistry.com/bidAttachments/56666/Request_For_Applications.pdf

Application Package 3-Acre Permitting and Needs Assessment

- Signed Application (Attachment B) Completed and signed by an authorized signee
- Signed SFR Assurances (page 20-22)

Application Package Permitting and Technical Assistance and Construction

- Signed Application (Attachment B) Completed and signed by an authorized signee.
- Procurement Policy Written procedures for procurement transactions that meet the specifications outlined on pages 5-6.
- Certificate of Insurance A copy of insurance when financially feasible or insurance quote that demonstrates the ability to obtain the required insurance meeting the specifications outlined on page 14 and Attachment C.
- Deliverables Table A completed deliverables table as a separate attachment that includes the proposed timeline for the project. Templates found on pages 8-10.
- Risk Assessment Questionnaire (Attachment F)
- Signed SFR Assurances (page 20-22)

Bidders Conference Q & A

How do I complete the application if I do not have a printer?

We can mail applications, or you can use local library for printing. Applications can also be submitted by mail to:

Vermont Department of Environmental Conservation

Environmental Compliance Division – Assistance

Attn: Jackie Peterson

1 National Life Drive, Davis 3

Montpelier, VT 05620-3803

Are grant writing costs reimbursable?

Costs associated with grant preparation or review are not reimbursable

“Permit Navigator Result:____” Do you want number if there is an active permit? If no permit, can it be left blank?

The Permit Navigator is a tool to assist in determining what environmental permits are needed for a project. It flags potential permits and assigns a unique number. All applications regardless of project stage should include a Permit Navigator Result number.

If a MHC is already in the process of doing their project, and $\frac{1}{4}$ of the project is already complete, what will their eligibility be? Will they be eligible for reimbursement on the $\frac{1}{4}$ that is already complete or only the $\frac{3}{4}$ remaining to complete?

MHCs can be funded at any point in construction. The $\frac{1}{4}$ of the project already completed could not be reimbursed. The $\frac{3}{4}$ remaining could be awarded funding. Costs are reimbursable only after a fully-executed agreement. Any work done between now and a full-executed agreement would not be refunded.

Are 3-acre stormwater projects required to have engineering?

Yes. Stormwater projects will be required to have an engineering plan. After submitting an accepted Initial Notice of Intent (NOI), landowners will have 18 months to complete an engineering analysis to determine a "best-fit" stormwater system that uses modern stormwater treatment practices to filter, store, or soak up runoff. Landowners will then have up to five years to install the new stormwater systems.

Our current procurement policy is a HUD Compliant Non-Profit Procurement Policy (in compliance with 24 CFR 84.40 - 84.48). Is a HUD compliant policy also compliant with the ARPA procurement requirements?

Yes, the HUD procurement policy would work as a guideline, but it would need to be tailored to each MHC (as some MHC's are not non-profit, for example).

Can the funding be applied to projects that have already been completed?

It cannot, retroactive projects are not eligible.

Could the grants be used to fix drainage issues due to putting in new roads or foundations? Can the money be used to install new Manufactured homes or foundations?

The funding can be used for any water infrastructure project; this would include drainage issues from roads or foundations. The money cannot be used for the installation of foundations or homes, it needs to be directed towards a water infrastructure project.

Can the Needs Assessment funding be used for a wholistic planning study to address the infrastructure in the park, including roads and electric? Or can it only be used planning related to wastewater, drinking water, and stormwater?

The Needs Assessment is tailored to assess water infrastructure needs only.

For Needs Assessment applications, what kind of information are you looking for in the timetable? The timeline of the needs assessment, or are you also looking for a possible construction timeline based on the outcome of the needs assessment?

You do not need to fill out a deliverables table if you are only applying for the Needs Assessment grant, it only applies to Technical Assistance and Construction grants. The engineer you will be paired with if you receive the funding will provide the deliverables table and be responsible for deliverable submissions for the Needs Assessment grant.

Can the grant cover a drinking water system with a leak? Is it possible to mail the application?

Yes, the funding can cover any improvements to water infrastructure, including drinking water systems or minor repairs. The application can be mailed.

When will grant agreements be generated for Construction applications? Alternatively, is there a target date for fully executed grant agreements?

The timeline for grant agreements varies. There is no target date for fully executed agreements as each grant agreement is unique.

Is there an anticipated disbursement schedule or payment provisions?

There is no disbursement schedule as each project is unique and will need its own timeline.

Are applications reviewed on a rolling basis or after July 27th

After July 27th. Applications will be scored and reviewed by a selection committee after the submittal date.

Which grant should I apply for?

We are encouraging applicants to apply for the grant type that matches where their community is at in planning/construction process. Needs Assessments grants are for communities that don't know what type of project their community could benefit from and don't have any engineering plans. Technical Assistance and Construction grants are for communities that have a project in mind and have already reached out to an engineer. I encourage communities at this stage to apply for both Technical Assistance and Construction grants because their costs are often sequential or congruent.

Can a municipality/business/non-profit submit an application for joint projects in an MHC?

No, only registered Manufactured Housing Communities are eligible to apply for funding. But partnerships and collaboration between partner organizations and MHCs are highly encouraged. ARPA funding has no restrictions for matching funds.

Additional Questions?

All questions will be available here: [Vermont Business Registry and Bid System - Bid Detail](#)

A video recording of this presentation will be available here: [Manufactured Housing Community Solutions | Agency of Natural Resources \(vermont.gov\)](#)

Please keep questions general and limit specific situational questions

Contacts

- For application questions contact: Nikki Streeter at (802) 461-6668 or Nicole.Streeter@vermont.gov
- For application assistance contact: Jackie Peterson at (802) 461-7128 or Jacqueline.Peterson@vermont.gov
- For 3-acre questions contact: Meagan Stettmisch at (802) 249-2413 or Meagan.Stettmisch@vermont.gov
- After awards have been issued contact: Rosalie Sharp (802) 461-7433 Rosalie.Sharp@vermont.gov

Complementary Funding

- USDA RD – <https://www.rd.usda.gov/>
- ACCD - <https://accd.vermont.gov/communitydevelopment/funding-incentives/vcdp>
- VHFA – <https://www.vhfa.org/>
- VHCB – <https://vhcb.org/>
- CVOEO - <https://www.cvoeo.org/get-help/mobile-home-park-rights-and-resources>